

**ELK GROVE COMMUNITY SERVICES DISTRICT
MINUTES OF REGULAR BOARD MEETING
Tuesday, February 4, 2003
EGCSD Administration Building**

ATTENDANCE:

Directors present included Gerald Derr, Doug McElroy, Pat Perez, and Elaine Wright. Director Elliot Mulberg arrived at 6:50 p.m.

General Manager Rita Velasquez, Administrator of Parks and Recreation David Wigginton, Fire Chief Mark Meaker, and Administrative Services Director Jeff Ramos were also in attendance.

A. CALL TO ORDER/PLEDGE OF ALLEGIANCE

1. President McElroy called the meeting to order at 6:30 p.m.
2. Director Perez led the Pledge of Allegiance, which was followed by 30 seconds of silence in memory of the crew on the Columbia shuttle.

B. ANNOUNCEMENTS/PRESENTATIONS

1. NONE

C. GENERAL MANAGER/DEPARTMENT HEAD REPORTS

1. Administrative Services Department – Rita Velasquez reported staff continues to work on the mid-year budget review and Vital Few Goals and Controls scheduled for the February 18 meeting. Also scheduled for future meetings is a demonstration of the CSD web site map and a presentation from the Senior Center on the plans for the proposed addition to the center.

As part of the awareness and education campaign for the District, Rita announced an informational card was recently forwarded to all CSD employees and mailed out to area residents, with copies made available at future CSD-sponsored events.

Rita reported she and David Wigginton attended a recreation summit with the Elk Grove Unified School District and Southgate Recreation and Parks District to discuss joint use funding and joint use facilities; they also met with Connie Baranoff of the School District to discuss those same issues for the future projects.

Ongoing projects include monitoring the state budget; the Administration Building HVAC and fire sprinkler system improvement plans; updates for the East Franklin, Elk Grove West Vineyard and East Elk Grove financing plan; the Fire Training facility; and Aquatic Center complex.

Jeff Ramos announced W2's were mailed out January 15; meetings continue with the Library Group regarding the library project; recruitment of the Administrative Analyst has begun; and work continues on the transition from VFIS to SDRMA. Jeff indicated he met recently with a SMUD rep to discuss needs for future projects and facilities.

2. Parks & Recreation Department – Jerry Fox reported under the Recreation Division, there were over 15,000 participants in programs this past month. Kid Central sites have added a parent information board in an effort to raise the level of communication between the parents and the staff; a new site evaluation form has also been implemented at all sites for feedback from participants. The T-ball coaches' clinic was a huge success; it is anticipated over 100 volunteer coaches will be certified this year. The Franklin High School baseball team assisted with baseball pre try-out camp, which proved to be very rewarding for the kids that were involved. Staff is currently assisting with the planning of the California Giant Pumpkin Growers' meeting.

In the Maintenance and Operations Division, 166 work orders were completed. Staff has been busy tagging trees for identification purposes for the Urban Forest Program; preparing the Elk Grove Pool for use by the high school swim teams; installing a new pool heater purchased by the School District; replacing dead trees; hooking up float meters to the irrigation system; and preparing ball fields for use this week.

In the Planning and Design Division, Phil Hollingshead has reviewed 11 projects submitted this month and has prepared construction tables for fiscal years 2002–2003 and 2003–2004. Phil is also busy working on the Rau, Hawkins, and Bartholomew parks and will be appearing before the Board in the near future with additional parks for review and approval.

In the Finance and Operations Division, staff has submitted a funding proposal for the Robert Woods Foundation partnership with the City of Elk Grove and Kaiser Permanente for trail expansion and to enhance community awareness of the physical fitness opportunities that the trail system offers.

Sponsorship and donations for January totaled \$7,195 and Operation Clyde for the same period of time received \$254 in donations. Upcoming events include Father/Daughter dances scheduled for February 7, February 28, March 7, and April 11; a Mother/Daughter Tea scheduled on April 27; and several park dedications in the spring.

3. Fire Department – Keith Grueneberg reported since last month, crews have responded to 464 calls. One significant incident was a multi-casualty collision incident at Waterman and Calvine involving five vehicles, where 11 patients ranging from the age of 14 to 40 were transported to various hospitals. Testing has been completed for the fire fighter and the Logistics Technician positions. As for Training Division, the emergency vehicle operations class was very well received.

Chief Meaker gave a presentation of the Fire Department's response time, indicating improvements and compliance to the five-minute response time.

D. COMMUNICATIONS FROM THE PUBLIC

1. NONE

E. CONSENT CALENDAR

1. The Board approved the January 21, 2003 regular Board meeting minutes, with the following modification to Item M: "With no further comments, President **McElroy** adjourned the Board meeting at 8:05 p.m." Wright-Derr, unanimous.
2. The Board received and filed the in-lieu fee report for July 1, 2002 through January 31, 2003.
3. The Board approved the continuation of Director Elaine Wright as the CSD's Senior Center Board representative until July 1, 2003, at which time Director Pat Perez will assume the assignment. Wright-Derr, unanimous.
4. The Board approved the Park Development Agreement for the Bishop Ranch project in the East Elk Grove Specific Plan with John Mourier Construction, with a clarification that the developer will construct a multi-use, recreational trail on the north side of the drainage channel, not on both sides as stated in the Staff Report. Wright-Derr, unanimous.
5. The Board approved the Park Development Agreement for the Elk Grove Greens project in the East Franklin Specific Plan area with Lennar Renaissance. Wright-Derr, unanimous.

F. ADVERTISED PUBLIC HEARINGS

1. NONE

G. PUBLIC HEARINGS

1. NONE

H. STAFF REPORTS

1. The Board awarded contracts for the landscape maintenance of District Parks in Areas 1, 2, and 3 to American Landscape for the monthly amount of \$24,561.15 for Area 1, \$29,907.46 for Area 2, and \$14,318.04 per month for Area 3, with a contract term of up to five years at the discretion of the District. Derr-Wright, unanimous.
2. The Board approved staff the flexibility to identify three meeting rooms and one community room available for rental in the Barbara Morse Wackford Community Complex, perhaps focusing on geographic names that are significant to the community. The Board also approved that the naming of parks be made at the beginning of the design phase to ensure a timeline for construction will be known at the time an honoree is informed. Perez-Mulberg, unanimous.

I. BOARD OF DIRECTORS BUSINESS

1. President McElroy, along with the Board wished Rita a Happy Birthday and asked everyone to stay for a piece of cake after the meeting to help celebrate the occasion.

J. COMMUNICATIONS FROM THE PUBLIC

1. NONE

K. IDENTIFICATION OF ITEMS FOR FUTURE MEETING

1. Director Perez asked staff to prepare a report with suggestions to create a more tree-friendly community since Sacramento is currently known as the tree capital of the world.
2. With regards to Director Mulberg's comments that staff make sure that are following the Master Plan with regards to establishing a separate truck company for the Fire Department, Rita stated it is something that she and the Fire Chief have been talking about for quite some time and plans are in the works.
3. President McElroy asked staff for an update of the Laguna Ridge Specific Plan in terms of parks and linkage of trail systems before it goes back to the City for final consideration.

L. ADJOURNMENT TO EXECUTIVE SESSION

1. The Board adjourned to an Executive Session at 7:15 p.m.

M. EXECUTIVE SESSION

A Closed Executive Session was opened at 7:20 p.m. to discuss the following item:

1. Public Employee – Performance Evaluation – Title: General Manager
(*Government Code Section 54957 – Personnel Matters*)

N. REOPEN REGULAR MEETING

1. President McElroy reopened the regular Board meeting at 8:09 p.m.

O. ADJOURNMENT

With no further business, the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Rita K. Velasquez
Secretary of the Board